THE PORT AUTHORITY OF NEW YORK & NEW JERSEY
ASBESTOS CONTROL PROGRAM
AGENCY POLICY STATEMENT

POLICY NO. ACP-01-4/90

REFERENCE POLICY NO. ACP-03-6/91
ACP-05-6/91
ACP-08-7/91
ACP-09-7/91

POLICY: ABATEMENT OF ASBESTOS-CONTAINING MATERIALS AT PORT AUTHORITY FACILITIES

It is the policy of The Port Authority of New York and New Jersey to manage asbestos in place and abate only when required. Since asbestos containing materials are present at Port Authority facilities and if disturbed, may present a potentially hazardous condition, a policy, outlining when asbestos is to be abated, and the associated practices and procedures to be followed, has been developed.

Asbestos abatement is undertaken at Port Authority facilities only when:

- Unsafe or potentially hazardous asbestos conditions require corrective action.
- Authorized and necessary facility or tenant maintenance work, renovations, or an approved Port Authority or tenant capital project must be performed.
- Abatement is required as part of a business arrangement or marketing strategy.

Background:

One of the principal objectives of The Port Authority of New York and New Jersey is to maintain safe facilities for patrons, tenants, employees and others. To ensure the existence of safe facilities as it relates to the control of asbestos disturbances and in-place asbestos management, the following practices and procedures were developed:

Practices

- Properties owned and operated by The Port Authority are surveyed to determine the presence, condition, location and quantity of asbestos containing material. A representative number of bulk samples are collected for material identification, and air samples are collected to document airborne fiber levels.

- When asbestos containing materials are found, they are prioritized into a response category with the appropriate in-place management or abatement control measures followed.

- Facility baseline asbestos surveys are consulted before any material suspected to contain asbestos is disturbed as a result of facility operations and maintenance routines or scheduled renovations. If the existing baseline data is inconclusive as it relates to a specific work site, a site specific survey including destructive testing shall be requested, if necessary, by the Environmental Engineering Unit to support construction contracts or by the facility prior to performing asbestos operations and maintenance work. All surveys and sample collection are performed by the Asbestos Management Division.

- In the absence of survey data, employees working in areas where asbestos containing materials have typically been used must assume that asbestos is present until confirmed otherwise.

- Port Authority practices which incorporate the mandates of federal law, and general conformance with state and local laws and regulations where appropriate are observed in situations where asbestos may be disturbed.

Procedures

A. Training

- No Port Authority employee is authorized to disturb asbestos unless properly trained. Tenant asbestos operations and maintenance, renovation, and demolition projects must be performed by appropriately certified asbestos contractors and/or staff.

- o Port Authority staff working in the proximity of, or having asbestos issues involved with their work assignments are required to attend Asbestos Awareness Training.

- o A Port Authority employee is authorized to disturb up to 10 square feet or 10 linear feet of asbestos containing material using appropriate work procedures provided he/she has successfully completed a minimum of sixteen (16) hours of specific asbestos operations and maintenance training conducted by the Port Authority or by a certified training agency approved by the Port Authority.

Abatement - Port Authority

A. Design and Field Implementation

- o The Design and Field Implementation Policies and Procedures for Port Authority Asbestos Abatement Projects are detailed in ACP Policies ACP-08-7/91 and ACP-09-7/91.

B. Process

- o Abatement work where feasible and appropriate is awarded through the competitive bid process to contractors who have been pre-qualified and are on the current select lists.

- o In accordance with Policy Number ACP-03-6/91, "Abatement Project Air Monitoring", analysis of all air samples are performed by the Asbestos Management Division's asbestos laboratory, or by a laboratory under contract with the division. An independent third party performs laboratory quality assurance/quality control.

- o Call-in asbestos abatement contracts cannot exceed $150,000.00 unless approved by the Environmental Engineering Unit, Engineering Department's Construction Division, the Line Department, and the Asbestos Management Division.

C. Abatement - Tenant Process

- As required in the U.S. EPA-NESHAPS, Asbestos Regulations, Section 61.145(a)(1), the U.S. EPA must be notified prior to the demolition of a building or removal of any load supporting structural member. Prior to such activity, a copy of the notification must be on file at the facility.

- No tenant area may be altered, renovated or demolished without approval from the Port Authority, nor will an asbestos abatement permit be issued without a Port Authority approved Tenant Alteration Application.

- All tenant abatement work is performed in accordance with Port Authority specifications.

- Tenant abatement project procedures and drawings are subject to the approval of the Environmental Engineering Unit and the concurrence of the Asbestos Management Division.

- Tenant abatement work is audited by the Asbestos Management Division and re-occupancy is authorized only after final air clearance is either conducted or revieved by the Asbestos Management Division.

- Tenant environmental consultants and abatement contractors involved with asbestos abatement must be approved by the Port Authority prior to project commencement.

- Tenant abatement baseline, work-in-progress, and final air monitoring and analysis must be performed in accordance with Asbesstos Control Policy ACP-03-6/91, "Abatement Project Air Monitoring".

Funding - Port Authority

- Annual expenditures for asbestos abatement contracts are budgeted within departmental budgets with required staff support services budgeted within the appropriate staff unit.

- Line departments, with the assistance of the Environmental Engineering Unit and the Asbestos Management Division, will utilize facility baseline and re-survey data to identify and propose asbestos resource requirements.

- Proposed departmental asbestos resource requirements are consistent with the Executive Director's Guidance and departmental financial targets.

- Specific proposed asbestos abatement work is revieved by the Asbestos Control Program, Asbestos Management Division and Environmental Engineering Unit staff prior to budget submittal to the Management and Budget Department.

- Funds for unbudgeted and approved asbestos abatement work are provided through offsets of budgeted asbestos projects or other budgeted resources.

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